



Department of Assessment

128 East Buffalo Street

Jay Franklin
Director

Inclusion through Diversity

Irene Kehoe
Assistant Director

2018 INFORMAL ASSESSMENT REVIEW APPLICATION

Owner _____ Property Location _____

SWIS

PARCEL #

Email: _____

Phone Number (Day:) _____

1. Property has recently been offered for sale? Y or N
If yes - How long? _____ Listing Agent? _____ List Price? _____
2. Has the property been recently appraised (other than the Department of Assessment)? Y or N
(since July 1, 2016) If yes, Appraisal Company _____ Appraised Value _____
(Please provide a copy of the appraisal).

3. Please describe any recent remodeling, construction and/or demolition.

4. If property is income producing, please attach a copy of the last year's income and expense statement. (A sample form may be obtained from our office upon request.)

5. Please list any discrepancies to the inventory of this property on file at the Tompkins County Department of Assessment.

6. Please describe why the 2018 Preliminary Assessment is not reflective of 100% of the FAIR MARKET VALUE of your property as of July 1, 2017.

7. Please attach any relevant information regarding your property's FAIR MARKET VALUE as of July 1, 2017 to assist the Department of Assessment in reviewing your 2018 Preliminary Assessment.

8. Property Owners estimate of FAIR MARKET VALUE as of July 1, 2017 _____

I certify that all statements made on this application are true and correct to be best of my knowledge and belief, and I understand that the making of any willful false statements of material fact herein will subject me to the provisions of Penal Law relevant to the making and filing of false instruments.

Date: _____ Signature: _____

All information provided to the Department of Assessment will be reviewed by one of the members of the professional appraisal staff. On or around May 1, 2018, you will receive a 2018 Official Notice of Assessment Change. If you disagree with the assessed value as determined by the Official Change Assessment, you must file a formal grievance with the Tompkins County Board of Assessment Review at any point from May 1 - May 22, 2018. Grievance Day is May 22, 2018.